

## CITY OF BIRMINGHAM-PURCHASING DIVISION

P-100 CITY HALL

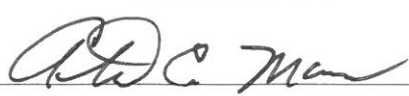
710 NORTH 20<sup>TH</sup> STREET

BIRMINGHAM, AL 35203-2227

OFFICE: (205) 254-2265 / FAX: (205) 254-2484

ARTELIA C. MACON, PRINCIPAL BUYER  
EDWARD WILLIAMS, ASST. PURCHASING AGENT

OCTOBER 4, 2019  
ITB: 20-20

TO:	Prospective Bidders
INVITATION TO BID NUMBER:	Bid #20-20 (A complete copy can be downloaded at <a href="http://www.birminghamal.gov">www.birminghamal.gov</a> )
SEPARATE SEALED BIDS FOR:	LIBRARY FURNITURE
INVITATION TO BID RESPONSES WILL BE RECEIVED BY:	Artelia C. Macon, Principal Buyer Purchasing Division 710 North 20 <sup>th</sup> Street, P-100 City Hall Birmingham, AL 35203-2227
***IMPORTANT SOLICITATION DATES***	
BID DUE DATE:	BID OPENING DATE:
October 17, 2019 by 5:00 PM (Central Standard Time)	October 18, 2019 at 10:00 AM (Central Standard Time)
<p>Bidders wishing to bid can download the complete solicitation including the specifications and bid forms via the internet at <a href="http://www.birminghamal.gov">www.birminghamal.gov</a> (go to link titled Employment &amp; Bidding, then click Bidding Opportunities), or by visiting the Purchasing Office at the address shown above, or by calling (205) 254-2265 and requesting a copy be mailed to you.</p> <p style="text-align: center;">BID OPENING WILL BE HELD AT: Purchasing Division P-100 City Hall 710 North 20<sup>th</sup> Street Birmingham, AL 35203-2227</p>	
<p><b><u>TELEPHONE INQUIRIES – NOT ACCEPTED</u></b> Telephone inquiries with questions regarding clarification of any and all specifications of the ITB will not be accepted. All questions <b>must</b> be e-mailed to Artelia Macon at <a href="mailto:artelia.macon@birminghamal.gov">artelia.macon@birminghamal.gov</a>.</p> <p>Submissions may be withdrawn, modified, and resubmitted prior to the formal bid opening due date. <b>Any submission modification(s) submitted after the “Bid Opening Due Date” may not be considered.</b></p> <p>The City of Birmingham reserves the right to accept or reject any or all bids, or any part of any bid, and to waive any informalities or irregularities in the bid. The City of Birmingham may award contract in whole or in part based on the needs of the City of Birmingham.</p> <p>All costs incurred by the company to respond to this solicitation will be wholly the responsibility of the Bidder. All copies and contents of the bid, attachments, and explanations thereto submitted in response to this ITB, except copyrighted material, shall become the property of the City of Birmingham regardless of the bidder selected. Response to this solicitation does not constitute an agreement between the Bidder and the City of Birmingham.</p> <p><b>The City of Birmingham is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City of Birmingham or any other means of delivery employed by the bidder. Similarly, the City of Birmingham is not responsible for, and will not open, any bid responses which are received later than the date and time indicated above. Late bid responses will be retained in the bid file, unopened.</b></p>	
PUBLISHED: B.N. 10/09/19	
<p style="text-align: center;">RELEASED BY:</p> <p style="text-align: center;"></p>	

**CITY OF BIRMINGHAM-PURCHASING DIVISION  
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OFFICE: (205) 254-2265 / FAX: (205) 254-2484**

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**OCTOBER 4, 2019  
ITB: 20-20**

**INVITATION TO BID**

Sealed bids marked "**LIBRARY FURNITURE**", products will be received by the Purchasing Agent, P-100 First Floor City Hall, 710 North 20<sup>th</sup> Street, Birmingham, Alabama 35203.

Bids will be accepted until 5:00 P.M. central time (standard or daylight savings time, as applicable) on **THURSDAY, OCTOBER 17, 2019**. **Bids submitted after these dates and times will not be considered.**

**Bids will be publicly opened at 10:00 a.m. on FRIDAY, OCTOBER 18, 2019.**

The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the Bidder. Similarly, the City is not responsible for, and will not open, any bid/proposal responses, which are received later than the date and time, indicated above. Late bids/proposals will be retained in the bid/proposal file, unopened.

**TELEGRAPHIC/ELECTRONIC BID RESPONSES**

Bid responses sent by electronic devices (i.e., facsimile machines and email) are not acceptable and will be rejected upon receipt. Vendors will be expected to allow adequate time for delivery of their bid responses either by airfreight, postal services, or by other means.

**TERM OF CONTRACT**

Any contract resulting from this ITB will become effective upon bid award. Per Section 3-3-7(7) of the Birmingham City Code and State Bid Law, the proposed contract shall be in effect for a minimum of one (1) year guaranteed with the option to renewal for two additional 1-year terms, contingent upon Council approval.

**INTERPRETATION and ADDENDA**

Any addenda will be available on the internet. Bidder is responsible for checking the website for addenda until the bid opening date. Addenda will be mailed to only those vendors who were provided a copy in person or by mail.

**CERTIFIED CHECK/BID BOND/CASHIER'S CHECK**

It is required that any bid exceeding \$10,000.00 that the bidder submits with his bid a certified check, a cashier's check, or a bid bond payable to the City of Birmingham. In order for any bid award to be considered, your bid must be accompanied by an acceptable bid bond or check in the amount of \$1,000.00. Bid bond checks will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond check shall be forfeited.

The City follows a policy of nondiscrimination. No contractor with the City should discriminate on the basis of race, sex, religion or national origin. Failure by the Vendor to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

No bid may be withdrawn for a period of sixty (60) days after the date of the bid opening.

All bids are to be submitted on the bid form provided and all bids are to be F.O.B Birmingham, Alabama delivered.

The City reserves the right to reject any or all bids submitted, in whole or part, and to waive any informalities.

Bids must be submitted in a sealed envelope marked "**LIBRARY FURNITURE**", 5:00 p.m., 10/17/19." Bids may be **hand delivered** to Purchasing, Room P-100 First Floor, City Hall, Birmingham, Alabama or **mailed** to City of Birmingham, 710 North 20th Street, Birmingham, AL 35203. Bids mailed in (i.e. USPS, Federal Express, UPS, Airborne, etc.) **must** specify delivery to Room P-100, 1st Floor-City Hall.

  
Edward Williams, Asst. Purchasing Agent

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**OCTOBER 4, 2019  
ITB: 20-20**

**INVITATION TO BID**

**GENERAL**

The City of Birmingham is seeking bids for Library Furniture. The basis of the bid shall consist primarily of furniture for the Wylam Library. The City intends to award to the lowest priced, responsive, responsible bidder(s).

**TERM OF CONTRACT**

Per Section 3-3-7(7) of the General City Code for the City of Birmingham, the proposed contract shall be in effect for a minimum of one (1) year.

**CANCELLATION**

The City reserves the right to cancel the contract, in whole or part, and seek new bids at any time the City determines that the services, item(s) and/or product lines(s) being supplied is/are failing to perform satisfactorily. Any bid that imposes a service fee or any other type of fee on any order not exceeding a minimum order quantity or minimum purchase order dollar amount, will be determined a non-responsive bid and will not be considered for award. Municipalities are not liable for sales tax: reference Code of Alabama Section 40-23-4. Costs normally considered pass through costs (property tax, use tax, delivery charge, etc.) to the customer by the provider must be included in any fee proposed (Code of Alabama 40-12-222.) For the purchase of personal property, the City's policy is to apply a local preference option, as allowed by the State of Alabama Code, Section 41-16-50, in determining the low bidder.

**AWARD**

Contract will be awarded to the lowest most responsive and responsible bidder who meets all bid requirements. The City will award based on what is in the best interest of the City in compliance with law.

**DELIVERY**

Will be to 4300 7<sup>th</sup> Avenue, Wylam, Birmingham, AL 35224-2624. All associated delivery cost are to be calculated into the prices quoted. **No delivery surcharges of any nature will be allowed.**

**PURCHASE ORDERS**

The City will issue purchase order(s) to the successful bidder for the goods and/or services (bid items) that are the subject of the bid. Unless otherwise agreed in a writing that is signed by both parties, the entire agreement between the City and the successful bidder concerning the bid items is comprised of the terms, conditions, specifications and requirements stated in (a) the contemplated purchase order(s), (b) this Invitation to Bid and Specifications and (c) your bid (collectively, the "Contract Requirements"). These writings supersede all former proposals, offers, negotiations, representations or agreements, either written or oral, concerning the provision of vendor's goods and/or services. By acceptance of the City's purchase order(s), the successful vendor agrees to abide by and perform its responsibilities related to the bid items in compliance with the Contract Requirements.

Successful bidder shall not assign this contract to any other party without prior written approval of the City of Birmingham. Contract shall not be assigned to an unsuccessful bidder who was rejected because he was not a responsive or responsible bidder.

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**INVOICING**

All invoices must agree with the purchase order in description and price and include the following information:

- 1.) Purchase Order Number
- 2.) Ship to Department Name and Address
- 3.) In order to ensure prompt payment, ALL ORIGINAL INVOICES\* MUST BE SENT TO:

**ATTN: DAMEIN BAITY  
BIRMINGHAM PUBLIC LIBRARY  
2100 PARK PLACE  
BIRMINGHAM, AL 35203**

\*If invoice does not agree with purchase order, credits or a corrected invoice will be required in order for the City to process payment. **Invoices that do not reference an authorized Purchase Order will be returned to vendor.**

**THIRD-PARTY "REMIT-TO"**

If bidder has a third-party "remit-to" company, that information must appear on the Bidder's response. The City of Birmingham will send payment to the company designated by Bidder on its response, but will not be responsible for resolving payment issues, should the Bidder change payment processing companies after a payment has been mailed or without forty-five (45) days written notification to the Purchasing and General Accounting divisions of the City of Birmingham.

**STATEMENT OF COMPLIANCE WITH ALABAMA CODE SECTION 31-13-9**

Vendor shall participate in the E-Verify program as required under the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Vendor agrees to comply with all applicable provisions of the Act. As a condition for the award of any contract, Vendor shall provide documentation establishing that the Vendor is enrolled in the E-Verify program, or a signed, written statement that the Vendor does not have a presence (one or more employees) in the State of Alabama. Vendor may submit applicable documentation with his/her bid or no later than seven (7) working days of receipt of notice of intent to award.

**TERMINATION OF CONTRACT**

Failure to adhere to any or all terms, conditions and specifications as set forth in the contract may result in the immediate termination of the contract. Should termination occur, the holder of the contract may be declared a "non-responsible vendor". This declaration may result in the rejection of any future bids submitted by the vendor for a period of time to be determined by the City.

All bids submitted are to be F.O.B. delivered, City of Birmingham, Birmingham AL 35203.

**CERTIFIED CHECK/BID BOND/CASHIER'S CHECK**

Each bidder is to extend prices and provide a total for the bid being submitted. In order for any bid award to be considered that exceeds \$10,000.00 your bid must have been accompanied by an acceptable bid bond, certified check or cashier's check in the amount of \$1,000.00. Bid bond checks will be returned to all unsuccessful bidders after the formal award is made and to the successful bidder after acceptance of award. Should the successful bidder fail to accept the award, the bid bond check shall be forfeited.

Contract award to purchase the materials covered in this bid document shall be construed under and governed by the laws of the State of Alabama and each party hereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

The City's standard payment term is Net-30 Days from acceptance. Exception may be allowed for discounted early payment, such as 2%-10, Net 30 Days. The reference date for all such discounted early payment terms will be the date the invoice is received or the date the goods are received, whichever is later. In the event of a dispute the City's records shall prevail. **The City will not consider any bids requiring C.O.D. payments.**

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**NON-COLLUSION**

Contractor covenants and declares that it has not employed any person to solicit or procure this Agreement and that Contractor has not made, and will not make, any payment of any compensation for the procurement of this Agreement. The covenant contained herein shall survive the expiration or earlier termination of this Agreement.

**PRICES**

Include transportation (including fuel surcharge, if applicable).

**QUANTITIES**

The quantities shown on the bid form are estimated initial purchase quantities only. Merchandise shall be ordered as requirements dictate. The City reserves the right to purchase more or less than this quantity as conditions require, and no bidder shall attempt to hold the quantities shown as a firm quantity under this contract.

**PRE-PAYMENTS**

No prepayments of any kind will be made prior to shipment.

**TAX**

The City of Birmingham is exempt from all Federal Tax, and sales and use tax, except Alabama tax on oils, lubricants and fuels specifically bought for over-the-road transportation use.

**ADDITIONAL PURCHASES**

The City has attempted to list all items for **LIBRARY FURNITURE** required during the term of the contract, if mutually agreed upon, additional contracts may be executed, based upon this bid for the same item(s) or related types.

**REDUCTION IN COST**

Bidder agrees that the City of Birmingham will be charged no more for item(s) bid than the State of Alabama, and that in the event of a price reduction; the City will receive the benefit of such reduction on any undelivered portion of contract.

**Successful bidder acknowledges and agrees that the City has the right to deduct from total amount of consideration to be paid, if any, to the successful bidder under this agreement all unpaid, delinquent, or overdue license fees, taxes, fines, penalties, and other amounts due the City from the successful bidder.**

**PAYMENT TERMS**

The City's standard payment terms are net 30 days from acceptance. Exceptions may be allowed for discounted early payments, such as 2% 10 net 30 days. The City will not consider any bids requiring C.O.D payments

**NON- DISCRIMINATION POLICY**

Vendor (and its employees, agents and any subcontractors) shall not discriminate on the basis of race, color, national origin, or sex in the performance of the services contemplated hereunder. Failure by the bidder to carry out these requirements is a material breach of its obligations, which may result in its termination or such other remedy as the City deems appropriate.

**DISADVANTAGED BUSINESS ENTERPRISE (DBE)**

Vendor acknowledges and agrees that, consistent with federal law and City's public policy, it will encourage disadvantaged business enterprise (DBE) participation to the extent permitted by law. A "disadvantaged business enterprise" is a for-profit small business concern (i) at least 51% owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51% of the stock is owned by one or more such individuals; and (ii) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it. In accordance with federal law, a "socially and economically disadvantaged individual" includes African-Americans, Hispanic Americans, Native Americans, Asian-Americans, women, and any additional groups designated as socially and economically disadvantaged by the federal Small Business Administration.

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**FORM W-9**

Any successful bidder who is not currently set up as a vendor in the City of Birmingham vendor file will be required to submit a completed W-9 tax form prior to any award. The W-9 tax form may be submitted with your bid or no later than seven (7) working days of receipt of notice of intent to award.

**BUSINESS LICENSE**

The City of Birmingham must have a copy of the successful bidder's current City of Birmingham business license prior to formal award of contract. A copy of his/her license may be submitted along with his/her bid. In the event you receive a notification of intent to award letter, bidder must provide a copy of his/her current business license no later than seven (7) working days of receipt. Failure to submit the requested information will result in the notice of intent to award being revoked.

**PUBLIC DISCLOSURE**

Subject to applicable law or regulations, the content of each Bidder's Proposal shall become public information upon the effective date of any resulting contract.

**TELEGRAPHIC/ELECTRONIC BID RESPONSES**

Proposal responses sent by electronic devices (i.e., facsimile machines and email) are not acceptable and will be rejected upon receipt. Vendors will be expected to allow adequate time for delivery of their bid responses either by airfreight, postal services, or by other means.

**Bids may be solicited for the product included in this contract where an immediate/emergency need exists including large quantities. The decision of the Purchasing Agent as to what constitutes a biddable situation shall be final and shall not be construed as a breach of contract.**

**Any questions concerning these specifications should be addressed to Purchasing Division, Artelia Macon, phone (205) 254-2265, fax, (205) 254-2484, between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday.**

**SINGLE BID**

If a single bid response is received for this ITB, the bid will be rejected in accordance with Title 41-16-50-a-1 of the Alabama Code. The bid will be opened but **will not** be read publicly. We will proceed with negotiations for a lower price with the rejected Bidder and other Bidders by means of sealed quotes. The rejected Bidder's initial offer will not be disclosed to other Bidders, prior to the awarding of a contract. The award will be made to the company offering the lowest negotiated quotation, provided that all conditions and specifications required by the City are met.

**NEGOTIATIONS**

The City of Birmingham reserves the right to enter into contract negotiations with the selected Bidder. If the City and the selected Bidder cannot negotiate a successful contract, the City may terminate negotiations and begin negotiation with the next selected Bidder. This process will continue until a contract has been executed or all proposals have been rejected. No Bidder shall have any rights against the City arising from such negotiations.

**PROHIBITION AGAINST BOYCOTTING**

By signing this contract, the Contractor certifies that it is not currently engaged in, and for the duration of this agreement will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state enjoys open trade.

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**INVITATION TO BID**

**HOLD HARMLESS AND INDEMNIFICATION**

Vendor(s) shall defend, indemnify, and hold harmless the City of Birmingham, and its agents, employees and officials (hereinafter the "Indemnitees") from and against all demands, actions, damages, judgments, expenses (including but not limited to attorneys' fees, expert fees, court costs and other litigation costs), losses, and claims (including those for bodily injury, sickness, disease or death, or to injury to, destruction or loss of use of tangible property) (collectively hereinafter "Claims") by any third parties (including any employee, subcontractor or representative of the Vendor, hereinafter (Vendor Representative)) that arises out of, relates to, results from, or is attributable to any of the following: (a) Vendor's performance or failure to perform its obligations hereunder; (b) any conditions in or about the work sites that the Vendor or any Vendor Representative may encounter; or (c) the use or occupancy of the work sites by Vendor or any Vendor Representatives. This indemnification obligation includes Claims that are caused in part by the negligence of an Indemnatee(s); provided nothing herein shall obligate Vendor to indemnify any of the Indemnatee(s) for Claims resulting from the sole negligence or from the willful misconduct of the Indemnatee(s).

**PROTECTION DAMAGE**

Contractor will be responsible for any damage to property of the City or others caused by him, his employees or subcontractors, and will replace and make good such damage. The contract will maintain adequate protection to prevent damage to his work and property of others, and take all necessary precautions for the safety of his employees and others. The contractor will comply with all safety laws and regulation in effect in the locality.

**INSURANCE**

The successful party shall carry general liability insurance (either primary or a combination of primary and umbrella coverage) with limits of not less than \$100,000.00 for each occurrence and shall include, but not limited to, personal injury, property damage, vandalism, property loss and theft. The successful party shall also carry automobile liability insurance with limits of not less than \$100,000.00 bodily injury per occurrence, \$100,000.00 property damage or combined single limit of \$100,000.00. Party shall carry Workman's Compensation coverage in an amount adequate to comply with statutory requirements. Such policies shall name the City of Birmingham as an additional insured and shall contain an endorsement providing that the City will be given not less than thirty (30) day notice in writing prior to cancellation or change of coverage provided by said policies. Insurance shall be through companies authorized to do business in the State of Alabama. Certificate of insurance must be presented to the City within ten (10) days of notice of award and prior to commencement of any work. Successful party is required to include the bid proposal number on the evidence of insurance document. The City's bid number **(20-20)** must appear on any/all copies of the certificate of insurance.

Policies that state the company will endeavor to provide thirty (30) day notice prior to cancellation or change of coverage, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives are not acceptable. Insurance shall be through companies authorized to do business in the State of Alabama with a B+ rating or better according to the most current edition of Best's Insurance Reports. Party is to provide written documentation of the company's rating with the proposal.

**GOVERNING LAW/DISPUTE RESOLUTION**

Contract award to purchase the materials covered in this bid document shall be construed under and governed by the laws of the State of Alabama and each party hereto irrevocably agrees to be subject to the jurisdictions of the courts of the State of Alabama.

**CONFLICT OF INTEREST**

Contractor covenants and declares that it has not, and will not, acquire any interest, directly or indirectly, in any property acquired by the City during the term of this Agreement. Contractor warrants and covenants that it presently has no interest in, nor shall any interest be hereinafter acquired in, any matter that will render the services required under this Agreement a violation of any applicable Federal, State or local law. In the event that any conflict of interest should hereinafter arise, Contractor shall promptly notify the City in writing of the existence of such conflict of interest.

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INVITATION TO BID

**GUARANTEE**

Bidder certifies by bidding, that he is fully aware of the conditions of service and purpose for which item(s) included in this bid are to purchase, and that his offering will meet these requirements of service and purpose to the satisfaction of the City of Birmingham Finance Purchasing Division and its agent.

**WARRANTY:** Services rendered under this bid shall carry a minimum of one year for each section **OR** the standard warranty offered to the general public. (Whichever Is greater).

**CONFIDENTIALITY**

Contractor agrees that such reports, information, opinions or conclusions shall not be made available to or discussed with any individual or organization, including the news media, without prior written approval of the City. Contractor shall exercise reasonable precautions to prevent the unauthorized disclosure and use of the City information whether deemed confidential or not.

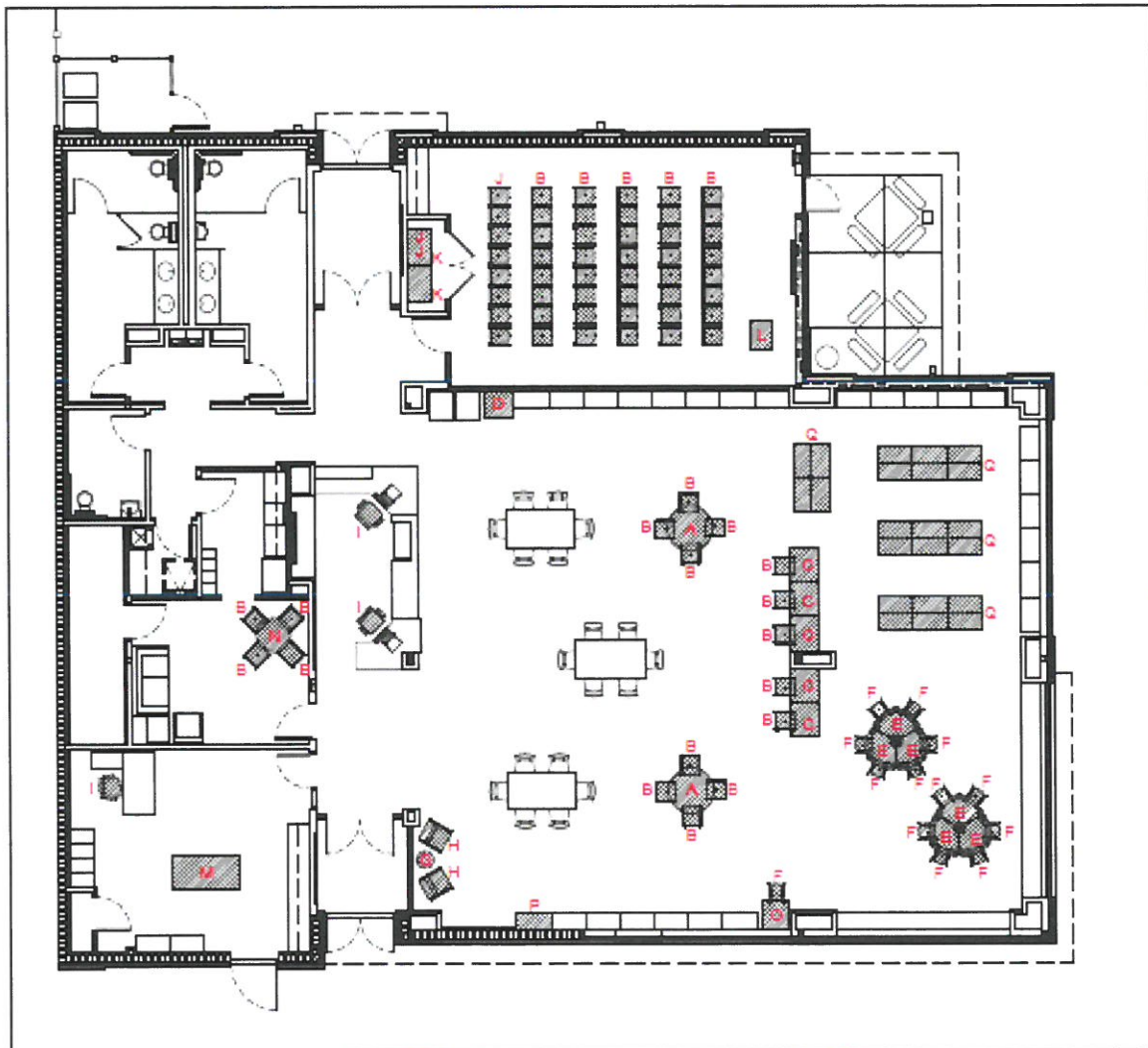
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1 FURNITURE PLAN  
1/16"=1'-0"

**LIBRARY FURNITURE #20-20  
BID FORM**

**Edward Williams  
Asst. Purchasing Agent  
Birmingham, AL**

**In order for any bid award to be considered your bid must be accompanied by an acceptable bid bond, certified check or cashier's check in the amount of \$1,000.00. BIDS SUBMITTED WITHOUT ONE WILL NOT BE ACCEPTED.**

Submitted below is my firm bid for **LIBRARY FURNITURE** for the City of Birmingham, for a period of one (1) year in accordance with your invitation to bid and specifications dated October 4, 2019. Prices quoted are f.o.b. Birmingham, Alabama delivered, and I am bidding in accordance with specifications except as listed below.

#	Description	Product Code	Qty	Unit Price	Extended Total
1	OFS Intermix Conference Table; round top 48" diameter, seat 4-5, laminate finish: hpl slate gray, edge finish: slate gray square, #CC-C4848RT.	A	2	\$ _____	\$ _____
2	OFS Intermix Conference Table; base for use with 48" round table top, 37 3/4" w x 27 3/4" h, column leg finish: graphite, foot leg finish; polished aluminum, #ASX38	A	2	\$ _____	\$ _____
3	OFS Intermix Conference Table; round top 36" diameter, seat 3-4, laminate finish: slate gray, edge finish: slate gray square, #CC-C3636RT.	N	1	\$ _____	\$ _____
4	OFS Intermix Conference Table; base for use with 36" round table top, 31 3/4" x 27 3/4" h, column leg finish: graphite, foot leg finish; polished aluminum, #ASX32	N	1	\$ _____	\$ _____
5	Sit On It Rowdy stacking chairs, plastic armless seat with chrome sled base and clear felt glides, 19" bw x 17" sw x 16" bh, color: Apple, #92.AO.SC24.CGRF.C.AC	B	32	\$ _____	\$ _____
6	Sit On It Rowdy stacking chairs, plastic armless seat with chrome sled base and clear felt glides, 19" bw x 17" sw x 16" bh, color: Bisque, #92.AO.SC7.CGRF.C.AC	B	15	\$ _____	\$ _____
7	Sit On It Rowdy stacking chairs, plastic armless seat with chrome sled base and clear felt glides, 19" bw x 17" sw x 16" bh, color: Artic, #92.AO.SC21.CGRF.C.AC	B	10	\$ _____	\$ _____
8	Sit On It Rowdy stacking chairs, plastic w/arms, seat with chrome sled base and clear felt glides, 19" bw x 17" sw x 16" bh, color: Apple, #92A47.SC24.CGRF.C.AC	J	5	\$ _____	\$ _____
9	Sit On It Rowdy stacking chairs, plastic w/arms, seat with chrome sled base and clear felt glides, 19" bw x 17" sw x 16" bh, color: Bisque, #92A47.SC7.CGRF.C.AC	J	5	\$ _____	\$ _____
10	Global Furniture Group Bridges II workstation 30" d x 36" w, consisting of the following: (5) work surface, laminate edge and top finish: clear maple cmb, SQ #306780 (4) 30" x 32" glass perpendicular end of run table dividers, finish: frosted glass, #BRTAGED30 (3) 30" x 16" glass shared perpendicular side-to-side table dividers, finish: frosted glass, #BRTAGPPD30S (5) connector beam #BRTSB36C (7) single "O" leg with levelers, finish: silver, #BRTSLL30L (5) wire management track, 22" w, #BWMD22	C	5	\$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____
<b>Total</b>					\$ _____

NAME OF YOUR COMPANY \_\_\_\_\_

**LIBRARY FURNITURE #20-20**  
**BID FORM CONT'D**

#	Description	Product Code	Qty	Unit Price	Extended Total
11	Global Furniture Group Bridges II workstation 30" d x 36" w x 42" h, consisting of the following: (1) work surface, with a right and left grommet, laminate edge and top finish: clear maple cmb, <b>SQ #306780</b> (2) 30" x 32" glass perpendicular end of run table dividers, finish: frosted glass, <b>#BRTAGED30</b> (3) connector beam <b>#BRTSB36C</b> (2) rectangle legs with levelers, finish: silver, <b>#BRTHL4230L</b> (1) wire management track, 22" w, <b>#BWMD22</b>	D	1	\$ _____ \$ _____ \$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____ \$ _____ \$ _____
12	Global Furniture Group laminate occasional cylinder table, flush base, finish: clear maple cmb, 18" diameter x 21" h, <b>#GYC1821</b>	G	1	\$ _____	\$ _____
13	ERG International Mingle tilted square table, with adjustable pin set legs and mobile locking casters, 36" d x 52" w x 26" – 34" h; laminate edge and top finish: Wilsonart steel mesh <b>#4879-38</b> ; leg finish: brushed aluminum/chrome; casters: black <b>#CAS2</b> ; <b>#MGLTSQ-CAS2-2B</b>	E	6	\$ _____	\$ _____
14	ERG International Elliot junior metal frame stacking chair, poly shell, armless, 19" d x 18" w x 19" h, seat height: 16"; color: ivy green; leg finish: polished chrome; <b>#6260-J</b>	F	13	\$ _____	\$ _____
15	ERG International Mingle square top table, with adjustable pin set legs and mobile locking casters, 36" d x 36" l x 26" – 34" h; laminate edge and top finish: Wilsonart fusion maple, matte finish <b>#7909-60</b> ; leg finish: brushed aluminum/chrome; casters: black <b>#CAS2</b> ; <b>#MGL36S-CAS2-2B</b>	O	1	\$ _____	\$ _____
16	Arcadia Intima lounge chair with arms, 28 ¼" d x 29" w x 30 ¼" h; fabric: momentum interim; color: outlook; leg finish: chrome; <b>#4211</b>	H	2	\$ _____	\$ _____
17	Keilhauer Simple series conference chair with arms, pneumatic height adjustment; 25.5" d x 25.50" w x 37" - 41" h; back: black mesh <b>#ME001</b> ; base: black <b>#B</b> ; seat fabric: California collection, grade C, color: black-95, <b>#9323</b>	I	3	\$ _____	\$ _____
18	Peter Pepper wheelies lectern, 20" w, open front with locking casters and pen and paper stop; panel finish: Wilsonart fusion maple, 16" d x 20" w x 44" h; top finish: graphite, 20 ½" d x 23 ¾" w, <b>#7909-60</b>	L	1	\$ _____	\$ _____
19	MityLite rectangle folding table with non-marring glides and powder coated steel frame, black trim and apron, 36" d x 72" l x 29" h, top: gray textured, leg finish: black (wishbone), <b>#ABS</b>	M	4	\$ _____	\$ _____
				Total	\$ _____

NAME OF YOUR COMPANY \_\_\_\_\_

**LIBRARY FURNITURE #20-20  
BID FORM CONT'D**

#	Description	Product Code	Qty	Unit Price	Extended Total
20	<p>Burroughs Corporation Wilsonstak series cantilever bookstacks, periodical shelving, 16" d x 36" w x 72" h, with laminate side with slat wall and top: fusion maple #7909-60, matte finish, metal finish mist gray (#161), consisting of the following:</p> <p>(1) Frame 36" x 72", <b>#31231-035</b></p> <p>(66) Shelves bookstack adjustable integral back, 36" x 12", <b>#M612IB</b></p> <p>(1) Unit base shelf SF hinged periodical 36" x 16" <b>#MBHP616SF</b></p> <p>(4) Caster core unit, adder; 42" h nom x 26" d x 36" w, <b>#MCST4225A</b></p> <p>(7) Caster core unit, starter; 42" h nom x 26" d x 36" w, <b>#MCST4225S</b></p> <p>(3) Shelf hinged 36" x 16", <b>#MHP614N</b></p> <p>(23) Canopy bracket with wood top, <b>#MWCB8</b></p>	P	1	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>
21	<p>Burroughs Corporation Wilsonstak series caster core shelving, 24" d x 36" w x 42" h, with adjustable height shelving laminate side with slat wall and top exposed sides: fusion maple #7909-60, metal finish mist gray (#161) on heavy duty casters, consisting of the following:</p> <p>(14) Slatwall laminate end, 41" h x 26" w x 1" t, <b>#SW END LAM</b></p> <p>(1) Slatwall laminate end, 72" h x 18" w x 1 1/4" t, <b>#SW END LAM</b></p> <p>(3) Laminate top, 36" l x 26" w x 1" t, <b>#TOP LAM</b></p> <p>(1) Laminate top, 38" l x 18" w x 1 1/4" t, <b>#TOP LAM</b></p> <p>(4) Laminate top, 72" l x 26" w x 1" t, <b>#TOP LAM</b></p>	Q	1	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>	<p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p> <p>\$ _____</p>
				Total	\$ _____

Total Sheet 10 \$ \_\_\_\_\_

Total Sheet 11 \$ \_\_\_\_\_

Total Sheet 12 \$ \_\_\_\_\_

Grand Total of all Sheets \$ \_\_\_\_\_

**Delivery is guaranteed not later than \_\_\_\_\_ days after order date.**

Prices quoted herein are guaranteed for 365 days unless stated.

Attach a letter stating difference between City specification and specification of item(s) offered.

All provision of this Invitation are accepted by bidder as part of any contract or purchase resulting therefrom.

NAME OF YOUR COMPANY \_\_\_\_\_



**LIBRARY FURNITURE #20-20  
SIGNATURE PAGE**

**REMINDER:** It is required for any contract exceeding \$10,000.00 that the bidder submits with his bid either a certified check, a cashier's check, or a bid bond payable to the City of Birmingham. In order for any bid award to be considered that exceeds \$10,000.00, your bid must be accompanied by an acceptable bid bond or check in the amount of \$1,000.00.

I hereby certify that we do not discriminate in employment of our personnel against any persons on account of race, creed, color, sex, or national origins, and acknowledge and agree that the City encourages minority – and women – owned business participation to the maximum extent possible. This policy includes Historically Underutilized Business Enterprises such as architectural firms, engineering firms, investment banking firms, other professional service providers, and construction contractors as part of the City's business, economic and community revitalization programs.

**EXCEPTION TO SPECIFICATIONS: (use extra pages if necessary)**

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Bidder acknowledges receipt of \_\_\_\_\_ addenda(s).

<hr/> Date of Bid	<hr/> Name (Print legibly or Type)
<hr/> Company	<hr/> Title
<hr/> Street Address	<hr/> Signature
<hr/> City                      State                      Zip	<hr/> Tax ID Number
<hr/> Post Office Box	<hr/> E-Mail Address
<hr/> City                      State                      Zip	<hr/> Telephone Number
<hr/> Terms of Payment	<hr/> Fax Number
<hr/> Delivery Date	<hr/> Cell Phone

**IF AVAILABLE, PLEASE SUBMIT COPY OF CURRENT CITY OF BIRMINGHAM BUSINESS LICENSE WITH THIS BID.**

**INDICATE THE FOLLOWING ADDRESSES IF DIFFERENT FROM ABOVE:**

1. **BID AWARD NOTICE ADDRESS** \_\_\_\_\_  
\_\_\_\_\_
2. **PURCHASE ORDER ADDRESS** \_\_\_\_\_  
\_\_\_\_\_
3. **REMITTANCE ADDRESS (and name if different than above)** \_\_\_\_\_  
\_\_\_\_\_